U.S. Embassy, Kyiv

Public Affairs Section Request for Grant Proposals: FY 2015 Online Workplace English for Displaced Persons Program

Funding Instrument Type: Cooperative Agreement

Catalog of Federal Domestic Assistance Number: 19.040

Anticipated Award Date: September 1, 2015

Anticipated Project Completion Date: June 30, 2016

Posted Date: May 26, 2015

Closing Date for Applications: July 31, 2015

Estimated Total Program Funding: $100,000

Project implementation location: The U.S. Embassy seeks up to five (5) implementers for five (5) regional projects. Though largely a distance-learning program, "Online Workplace English for Displaced Persons" will have bases in five Ukrainian regions/cities, drawing participants from those cities or from surrounding areas. Projects in the Dnipropetrovsk, Kharkiv, Kyiv, Mykolaiiv, and Odesa regions will be given preference due to the large number of displaced people in those areas.

Expected Number of Awards: maximum five (5) grants to cover five (5) regions

Award Ceiling per Grant: A maximum of $20,000 may be requested of each region. However, implementers may represent more than one region.

Eligible applicants: Applications may be submitted by Ukrainian registered not-for-profit, civil society/non-governmental organizations meeting the provisions described in Internal Revenue Code section 26 USC 501(c)(3).

The Public Affairs Section (PAS) of the Embassy of the United States in Kyiv, Ukraine, invites eligible organizations to submit proposals for a Cooperative Agreement to coordinate all logistics and programming associated with administering an eight-month blended learning course that will offer English language instruction to displaced persons in various regions of Ukraine.

Description:

"Online Workplace English for Displaced Persons" is an eight-month blended learning course that will offer English language instruction to displaced persons in Ukraine. The English content is two-tiered, with an emphasis on (1) business and workplace English, and (2) resilience training, stress management, and community integration.

Materials for the blended learning course will be provided by the U.S. Embassy. Teachers will be selected by the U.S. Embassy.

1.   Participants will join an "online classroom" in the form of a blog or wiki. They will complete assignments, join discussion forums, and create their own blogs. A minimum of six hours of work is expected each week.

2.   Participants will take part in online English speaking practice in small groups through Skype or Google Hangout for 30 minutes per week.

3.   Participants will join in two-hour monthly face-to-face sessions where feasible. (Participants who cannot meet for face-to-face sessions are still eligible to join the course.)

Goals and Outcomes

The program will develop the English language skills of displaced persons in Ukraine. Increased ability in English language will broaden participants job opportunities. The content will include resilience strategies and stress management to help facilitate participants' integration into their new communities. Displaced persons will connect with each other and share stories.

Participant Profile/Requirements

Participants will be persons who have been displaced by the conflict in eastern Ukraine. Priority will go to those who demonstrate that English language skills will help them in their jobs or in their job marketability, or to entrepreneurs wishing to start a business.

Candidates will have a minimum knowledge of English, the equivalent of B1 in the Common European Framework of Reference for Languages: Learning, Teaching, Assessment (CEFR)

By the end of the eight-month course, participants will have

•   increased their level of English, ideally to B2

•   created an English Language blog of their own where their resume and business plans are posted

•   learned strategies for integrating into new communities

•   developed a support group of like individuals who have been affected by the conflict in Ukraine.

Participants will receive a certificate of completion from the U.S. Embassy, Kyiv.

Implementer Role

The U.S. Embassy seeks an implementer for each regional project. The implementer will:

1) Identify and enroll a minimum of 125 participants who meet program requirements and who commit to completing the program.

2) Ensure participants have access to the necessary technical requirements. If individuals do not have access to computers or internet, the implementer may include in the proposal a request for funds to purchase or rent computers and appropriate space. The implementer should work primarily with U.S.-supported Window on America Centers, or similar establishments with computers and internet access.

3) Ensure participants meet the minimum language requirement of B1 according to Common European Framework of Reference for Languages: Learning, Teaching, Assessment (CEFR).

4) Track learner participation throughout the course and report to the Regional English Language Office and the course instructors.

5) Provide monthly honoraria for teachers' instruction. Within each $20,000 grant, $5,000 should be allocated to teachers' salaries.

Format of the proposal:

(A)   Narrative: A narrative document that describes the program in detail is required. This document should include: 1) A description of the grantee organization, including a summary of previous activities and experience with this kind of work; 2) A description of Program location(s). Provide a description of the implementer's technical resources. Detail participants' access to computers and internet access. Implementers who can offer participants access to computers, internet, and a venue to take part in the program will be given priority. However, implementers may enroll participants who have the means of participating from home, i.e. with their own computer and internet access. 3) Provide student selection criteria and process.   4) Provide details on a venue for face-to-face learning sessions (2-hours) which will occur once per month for groups of up to 25 participants per session.

(B)   Budget: The spreadsheet should include all program costs. Budget categories should provide a detailed breakdown of all costs for the eight-month program (e.g. teachers' instruction, materials, equipment, transportation, and administration components), and the total number of students to be enrolled.

Submission information:

The proposals should be submitted to the Public Affairs Section, U.S. Embassy in Kyiv electronically to AccessKyiv@state.gov. Deadline for submission is **July 31, 2015**.

Additional information:

This request is accompanied by a proposal and budget templates. For additional information please contact the U.S. Embassy Public Affairs Section program coordinator at (044) 521-5763 and at AccessKyiv@state.gov.